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15 June 1982

MEMORANDUM FOR: Director of Training and Education

FROM

: [REDACTED]

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Chief, Administrative Staff, SOVA

SUBJECT

: Stress Management Workshops

1. Attached is an outline of a Stress Management Workshop presented by the Woodburn Center for Community Mental Health in Annandale, Virginia. It is requested that approval be granted for the Office of Soviet Analysis to contract with the Center to hold two workshops [REDACTED] in July and/or August 1982.

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2. If approval is granted, the SOVA Training Officer will arrange with the Office of Medical Services to contract for two workshops consisting of approximately 40 participants each. It is understood that the cost is approximately \$280.00 per workshop.

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[REDACTED]

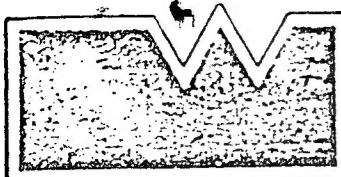
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24 JUN 1982

APPROVED:

Director of Training and Education

Date



Woodburn Center for Community Mental Health

3340 WOODBURN ROAD, ANNANDALE, VIRGINIA 22030 (703) 573-0523

STRESS MANAGEMENT

Ramcor Inc.

Wednesday, May 12, 1982
Wednesday, May 19, 1982

Presenters: Joel Friedman, Ph.D.
Coordinator of Preventive Programs

Virginia Frederick, A.C.S.W.
Coordinator of Organizational Development

Workshop Goals:

1. Familiarize employees with basic concepts of stress
2. Provide experiential involvement in learning about stress management
3. Explore a variety of coping strategies

Workshop Agenda:

- Weds. May 12 1. Introduction - Defining stress
9am-11am 2. Stages of the stress reaction
 3. Stress physiology and psychosomatic illness
 4. General points to know about stress
 5. Evaluating your stress level
 6. Learning how to relax - An exercise
 7. Cognitive restructuring

- Weds. May 19 1. Stress on the job - Person/Environment Fit
9am-11am 2. Burnout evaluation
 3. Coping strategies in the workplace
 4. Healthstyle evaluation
 5. Coping strategies for stress and burnout
 6. Wrap-up and evaluation of workshop

FAIRFAX - FALLS CHURCH MENTAL HEALTH & MENTAL RETARDATION SERVICES BOARD

